

Appleby Archaeology

Notes of the Committee Meeting of the Appleby Archaeology Group held on Thursday December 22nd 2016 at Northgate, Milburn.

Present

Phyl Rouston	Chairman
Martin Railton	Research
Martin Joyce	
David Boote	Newsletter Editor
Mike Godfrey	Treasurer
Richard Stevens	Secretary

Apologies

Heather Edwards	Membership Secretary
Carol Dougherty	

Phyl began the meeting by welcoming David Boote, the new Newsletter Editor.

Notes of the last meeting

The notes of the previous meeting were agreed to be a correct record.

1/12/16 Matters arising.

Alice Hook has been acknowledged by letter but has not been sent a copy of the newsletter. Martin J agreed to print and send a copy to Mrs Hook. **(Martin J)**

2/12/16 Membership

Heather had reported by email that she had received 21 membership renewals, 14 individual and 5 joint. One person had requested to renew online.

Martin J said that he had spoken to the members who wished to renew online and said that he could make this arrangement available using Paypal via the website. He also said that he thought that the Group might be losing members by not offering such a facility. Phyl said that she had reservations on this change in view of the age profile of the group and that any change must be considered carefully, with the current method remaining in place. Mike thought that BACS was a more suitable method for the few who might wish to pay without using cheques etc. but wondered whether or not these members would always remember to email him with the details or include their name as a reference.

Mike & Martin J said that they would look at the possibility of making a Paypal facility available in the medium term but in the short term, the two members who wished to renew online would be contacted & invited to use BACS. **(Richard)**

Mike agreed to raise the subject of alternative payment methods at the AGM. **(Mike)**

3/12/16 Treasurer's Report

Mike presented the annual statement which currently did not include the insurance premium. This had been paid by card after the accounts had been completed. He promised to obtain an up to date figure from the bank to present at the AGM. **(Mike)**

4/12/16 Research

- a) Dig Appleby Project: See minutes of Project Meeting No. 4 dated Thursday December 22nd 2016.

- b) Martin R explained that he had met Erik Matthews concerning the Castle Studies Trust grant for the potential project at Appleby Castle. The projected work would include examination of the keep and courtyard at the castle. Because grants are only reviewed once a year, in December, nothing further could be done with the Trust for another year. The application would have to come from the Group, rather than the Trust and would require a letter of support from the owner of the castle, Mrs Nightingale. This was briefly discussed but the committee were concerned that this work might conflict with the HAZ project should the EDC application be successful so a wait and see policy was adopted.
- c) Martin J said that the Heritage Action Zone group had called a meeting for March, to which all stakeholders were invited and during which news on the application was expected. Martin R agreed to write a paragraph on the Group's objectives for the castle which could be taken to the meeting should it be required. Martin J said that one of the objectives for the HAZ which might be of interest to the Group was building surveys, particularly on those buildings which had been listed but not surveyed for many years. **(Martin J, Martin R)**
- d) Martin R said that he had written the first draft of the report on the Brackenber Post-Ex work for inclusion in the CWAAS Transactions, as required by the terms of grant. He said that he would probably send the finished report in the coming month.

5/12/16 Correspondence

- a) Phyl had received the A in W newsletter and had circulated it to the committee – from Australia!
- b) Richard said he had received a copy of correspondence which they had received from Cedric Bell, regarding failure of a wall, apparently above an aqueduct feeding the Roman Fort in Appleby!
- c) Richard had received a copy of the CLHF bulletin, which, he thought, had been sent to all ex-members of the Federation in order to get them to rejoin. A brief discussion revealed that nobody thought the Group would benefit.

6/12/16 Programme

The programme for 2016/17 was running well & there was nothing to add.

Richard said that Harry Hawkins had suggested that an interesting talk might be had on the subject of the British Genome project. He had undertaken to contact those taking part and had found a member of the team from York who was willing to talk to the Group in November. Richard had asked Harry to clarify whether or not a fee would be required & subject to that, suggested that the booking be made. **(Post meeting note: No fee payable, November 2018 booked. Richard will be the nominated contact.)**

7/12/16 Administration Systems

Martin J asked Richard if he was happy with the updating of the event system. He said that he was happy with the proviso that it was understood that he would have to shepherd the completion of some of the details. All those present found the system easy and convenient to use.

Martin said that a large number of talk reports were now available, going back many years. Phyl said that nearly every early report showed her name & address and Martin J said he would see if he was able to edit these out. **(Martin J)**

8/12/16 AGM

Phyl asked a general question regarding what constitutes a quorum at the various Group meetings. Richard said he would check the constitution. **(Post meeting note: AGM: No quorum specified; Committee meetings: 50% specified, so minimum 4 required at present.)**

Richard said he would not be at the AGM so Phyl agreed to prepare the minutes. Mike said that he would read Richard's Secretary's report.

Mike would also remind members that the membership fee was increasing as from January 1st as agreed at the last AGM. As per minute **2/12/16** above, he would also mention that the committee was looking at alternative ways of paying the membership fee but that whatever happened, the existing system would remain in place. **(Mike)**

Richard said that providing he received Martin R's & Carol's writeups for their Dig Appleby progress reports at the AGM, he would still be able to marshal the text into something suitable for the newsletter & the Herald. He had already received Chris Wilson's words. **(Martin R/Carol/Richard)**

Martin J said that the setting up of the AV equipment now seemed to be secure as Chris Wilson, being a very local resident who attended all the meetings, had agreed to take care of it. However, that still left the question of storing the equipment. It was suggested that either Martin J or Martin R could have an informal chat with Chris to check if he had suitable storage for the equipment. It was also suggested that he could be invited to join the committee. Another suggestion was that the equipment might be stored in the archive room at the Market Hall but Phyl said that she thought that the A in W Society had to pay for the room & may not be agreeable. **(Martin J/Martin R)**

9/12/16 AOB

Martin J mentioned the future of the newsletter. In future, David will be doing 100% of the newsletter himself, which could include writing a certain amount of editorial input where necessary, as Martin J used to do. Because David is not constantly in touch with the committee's thought processes etc. it was generally thought that in future, instead of the previous 'editorial' introduction, the heading paragraph could be 'from the chair', ie, Martin J when (& if!) he becomes the chairman. This keeps David's editing job to manipulation of contributor's inputs. In future, all contributors must send copy directly to David. **(All)**

There being no further business the meeting closed at 8.30pm

Time and date of next meeting: 7.30pm Thursday 16 March 2017 at the White House, Brampton.